

## Village Hall Management Committee (VHMC)

Venue – Village Hall  
Date – 26<sup>th</sup> October 2017 7.00pm

### Draft Minutes

Present – Andrew Brewer (AB) – Chairman, Lawrence Tatton (LT) – Treasurer,  
James Finch (JF) – Secretary.

Welcome – AB opened the meeting, welcoming those present.

Apologies – James Keen

Minutes from last meeting were approved and signed by AB

Matters arising from the minutes

- Hiring agreement between the social club and the VHMC – monthly payment to be reviewed after the Winter period, once we have seen the increased costs of heating and lighting. All in agreement that the social club should be putting funds away to cover these increases – JF/AB will discuss with the social club committee.
- Capital investment for the social club set up – agreed at the last meeting in May that £900 from fund raising nights be released. This amount will need to be paid to the Parish Council at the end of the financial year for the work that has already been carried out.

Social club update – JF/AB gave a summary on the first few months of trading and plans for the future.

Financial position – LT gave a summary of financial position of the VHMC – details issued on a spreadsheet – approved by all.

Lettings – “Baby Dance” hiring of the hall on Thursday mornings is going well, hopefully will become a regular customer with bookings for next year.

Maintenance and repairs.

- Water heaters installed in the ladies and gents toilets.
- Lights for toilets moved to outside the kitchen in the hallway.
- Toilet locks all now functioning.
- Roof slates have slipped – being looked at by AB/LT.

Approval of the presentation of finances to the Parish Council – LT gave details – all were in agreement.

Completion of the annual return to the CC along with the proposed use of T Dixon to submit the audited return – all in agreement.

Date for next meeting - TBC